



ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT

**Alaska Workforce Investment Board
Executive Committee**

Tuesday, August 9, 2011 - 1:30 p.m.

Teleconference: 1-888-354-0094, Conference ID#9694688

Meeting Minutes

Call to Order _x_ Jim Lynch, AWIB Chair; _x_ Michelle Zenger, AWIB Vice Chair; _x_ Doug Ward, WR/EP Chair; ___ Jim Laiti, PP Chair; _x_ Dave Rees, AE Chair; _x_ Linda Hulbert, Legislative Chair; _x_ Chris Gregg, Youth Council Chair

The meeting was called to order at 1:32 p.m.

Guests - Kathy Craft, HSS Designee; Ken Mill, Assistant Director, Employment Security Division; Mike Shiffer, Assistant Director, Division of Business Partnerships; Brynn Keith, DOLWD Director of Admin Services

Staff - Greg Cashen, AWIB Executive Director; Louise Dean, AWIB Program Coordinator; Jason Bluhm, AWIB Program Coordinator; Jeff Selvey, AWIB CTE Coordinator

Approval of Agenda

MOTION to approve the agenda by Chris Gregg

Seconded by Dave Rees

Vote taken

MOTION CARRIES

Approval of Minutes - July 2011 Ex Co Meeting

MOTION to approve the July 2011 Ex Co Meeting minutes by Doug Ward

Seconded by Linda Hulbert

Vote taken

MOTION carries

Action Items

1. PY 11 State Workforce Information Grant - Brynn Keith provided information for the PY 11 State Workforce Information Grant. Brynn asked the Ex Co to approve the Statement of Work Certification certifying that Research and Analysis will meet the six core deliverables. The amount of the grant is \$289,000 from the Department of Labor Employment Training Administration (DOLETA) the annual grant is 7% of R&A's budget. This pot of money is broad enough to allow R&A to be flexible and most of the deliverables of this grant are specific to the AWIB.

MOTION to certify Research and Analysis will meet the deliverables of the State Workforce Information Grants by Doug Ward

Seconded by Michelle Zenger

Vote taken

MOTION carries

2. August 17th Work Session Agenda

There was discussion about the August 17th Executive Committee Work Session Agenda. There were minor modifications recommended. Director Cashen will modify and distribute to the Ex Co members.

MOTION to approve the August 17th Work Session Agenda with modifications by
Dave Rees

Seconded by Doug Ward

Vote taken

MOTION carries

Discussion Items - N/A

Reports

1. Executive Director – Greg Cashen – N/A
2. Chair – Jim Lynch – Looking forward to the face to face work session
3. Committees – Committee Chairs

WREP- Doug gave an overview of the WRE committee meeting. There was a motion for staff to look at Workforce Solutions. In Ketchikan they are looking at maritime Industry and looking to bring a representative to the Southeast Conference. There will be a breakout session on the National Fund. Jeff explained a motion was made and a committee member had to leave so there was no quorum. The motion was sent out electronically so there was no discussion and questions committee members had were not answered. The Southeast Conference is arranging for Workforce Solutions to attend the meeting.

MOTION to ask AWIB staff to get information and be apprised of meeting in Southeast and provide support as need be by Dave Rees.

There was clarification on the discussion and the MOTION was withdrawn by Dave Rees.

Doug Ward indicated the MOTION was removed with objection and that it would be discussed at the August 17 work session.

YOUTH COUNCIL – Chris Greg gave an overview of the youth council meeting and projects. He indicated there would be training available on October 10 – 13 from the feds and there is no cost. He asked the Ex Co for approval for training.

Chris also asked the Ex Co request a synopsis from Division of Business Partnerships of youth programs including WIA, Youth First and training for youth.



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MOTION to approve training and make request for DBP synopsis of youth programs by Doug Ward

Seconded by Dave Rees

Discussion – Doug Ward asked about the youth council document sent to Ex Co members. Dave Rees indicated it troubles him there is no support for travel etc.

Vote taken

MOTION carries

- **Other Items:** Kathy Craft gave an overview of Health Care. She indicated that over the summer the Health Care Coalition has been putting together an action plan. The core team is DOL, HHS, DEED, UA, Mental Health Trust, Alaska Native Tribal Health Consortium, Alaska State Hospital and Nursing Home Association and the Primary Care Association. The action plan addresses the top six occupation priorities. Doug Ward indicated he would get in touch with Kathy about Ketchikan Hospital involvement.
- **Adjournment:** Next Ex Co Meeting September 13, 2011